



## BULLETIN:

### Child and Adult Care Food Program

Child & Adult Care Centers,  
Emergency Shelters, OSHC, &  
Sponsors of Family Day Care Homes

[www.education.alaska.gov/tls/cnp](http://www.education.alaska.gov/tls/cnp)

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**To:** CACFP Agencies  
CACFP Program Reviewers

**From:** Ann-Marie Martin  
CACFP Coordinator

**Date:** April 23, 2018

**Bulletin:** 2018-04

Program changes as a result of USDA Policy Memos and Technical Assistance Memos are to be implemented immediately. Please file this bulletin for reference, guidance, and compliance with the Child and Adult Care Food Program. Feel free to call the Child Nutrition Programs office if you need further clarification.

#### USDA Policy Memos

1. CACFP 09-2018 Revised Grain Requirements in CACFP; with Q&A
2. CACFP 10-2018 Conducting Five-Day Reconciliation in CACFP; with Q&A

#### Bulletin Topics

3. Update on SAM.gov – Very Important!
4. Meal Pattern Resources
  - a. Grain-Based Desserts in the CACFP - USDA
  - b. Serving Meat and Meat Alternate at Breakfast – USDA
  - c. Calculating Sugar Limits for Yogurt in the CACFP – USDA
  - d. Calculating Sugar Limits for Breakfast Cereal in the CACFP - USDA
  - e. Offer Versus Serve in the CACFP – USDA (for At-Risk and Adult programs)
  - f. Quick Reference Guide to Identifying Whole Grain-Rich - National CACFP Association
5. Updated Food Buying Guide is now available in a downloadable file
6. New Civil Rights Training and Resources (Section 504 Grievance Procedure)
7. CACFP Halftime: Thirty on Thursdays
8. Office of Head Start Webinar on May 1st – Healthy Homes and Programs: Health and Safety Standards for Early childhood Providers
9. Sesame Street in Communities
10. T.H. Chan School of Public Health – The Nutrition Source
11. Harvest of the Month – Apples Toolkit
12. Mealtime Memo: Sowing Seed – The Growing Time

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#### 1. CACFP 09-2018 Revised Grain Requirements in CACFP; with Q&A

This policy memo explains the grain requirements for CACFP and further clarifies how to determine if a grain product meets the whole grain-rich criteria. It also includes question and answers that may help you understand more clearly the new requirements.

## 2. CACFP 10-2018 Conducting Five-Day Reconciliation in CACFP; with Q&A

This policy memo explains the Five-Day Reconciliation that is a required component of monitoring feeding sites. It is an important tool that assures program integrity and allows the reviewer to check a small sample (recent 5 days) for enrollment, attendance, and meal counts.

## 3. Update on SAM.gov – very important!

In the future, when you update your registration, SAM *may* request a notarized letter from you naming the person(s) authorized to update and/or modify your SAM registration. This is the result of a very limited data breach, which did not impact any Alaskan entities.

Please complete the update of your registration as you normally do. If SAM requires the notarized letter, they will ask for it and provide you with a template.

The reason for this change is the proliferation of *Third Party SAM Administrators*. To clarify: I am not talking about *Alaskan Financial Contactors*, which perform a great service and assist many of our entities with SAM. *Third Party SAM Administrators* create official looking websites and claim to be the expert on SAM. *Never use these sites*. There is never any type of fee associated with SAM, and you should never pay one. They prey on people in a panic. If you get in any type of jam, call the Federal Service Desk @ (866) 606-8220. They are available M-F, 4AM-4PM Alaska Time. We are here to help.

It used to be that these sites were content to rip off entities by charging high fees, but they have now taken it a step further. Some have been manipulating EFT data to have federal payments directed to *them*. To make matters worse, these websites are located outside of the US, so it is impossible to recover the money. Please, never use a *Third Party SAM Administrator*.

## 4. Meal Pattern Resources

New resources have been created to assist with the CACFP meal pattern requirements. Please be sure to access all resources through this bulletin at:

- a. Grain-Based Desserts in the CACFP - USDA
- b. Serving Meat and Meat Alternate at Breakfast – USDA
- c. Calculating Sugar Limits for Yogurt in the CACFP – USDA
- d. Calculating Sugar Limits for Breakfast Cereal in the CACFP - USDA
- e. Offer Versus Serve in the CACFP – USDA (for At-Risk and Adult programs)
- f. Quick Reference Guide to Identifying Whole Grain-Rich - National CACFP Association

## 5. Updated Food Buying Guide is now available in a downloadable file

You can access this file through the [FBG Interactive Web-based Tool](https://foodbuyingguide.fns.usda.gov/Appendix/DownloadFBG) or directly at the following link: <https://foodbuyingguide.fns.usda.gov/Appendix/DownloadFBG>. FNS will not be able to offer print copies of this resource until the interim rules are made final.

Each user will need to create a profile in order to save the food items in your Favorites list, analyzed recipes using the Recipe analysis Workbook (RAW), and Product Formulation Statements. Click on the link in the website to create your Level 1 eAuth access account.



## Food Buying Guide for Child Nutrition Programs

U.S. DEPARTMENT OF AGRICULTURE

### Food Buying Guide for Child Nutrition Programs Interactive Web-Based Tool

The interactive Food Buying Guide allows for easy searching, navigating, and displaying of content. In addition, users can compare yield information, create a favorite foods list, and access tools, such as the Recipe Analysis Workbook (RAW) and the Product Formulation Statement Workbook.

Create a profile in order to save the following: food items in your Favorites list, analyzed recipes using the RAW, and Product Formulation Statements.

#### 6. New Civil Rights Training and Resources (Section 504 Grievance Procedure)

As new requirements come in we update our trainings on our website and through eLearning. The Civil Rights Training has been updated on our website and it includes the requirements for any agency that has 15 or more staff must have a Section 504 Grievance Procedure. You must also have a designated staff member overseeing disabilities in your agency. You can learn about this on our Civil Rights Resource page: <https://education.alaska.gov/cnp/crr>. You can find the grievance procedure template on this site or with the CACFP Bulletin at: <https://education.alaska.gov/cnp/cacfp4>.

#### 7. CACFP Halftime: Thirty on Thursdays

The *CACFP Halftime: Thirty on Thursdays* webinar series is scheduled for the third Thursday of each month and is offered in both English and Spanish. The English webinar is held from 11:00-11:30am PT, and the Spanish webinar is held from 12:00-12:30pm PT. Recordings of previous webinars and a complete list of future topics and date can be found on the *CACFP Halftime: Thirty on Thursdays* webpage here: <https://www.fns.usda.gov/cacfp-halftime-thirty-thursdays-training-webinar-series>.

**On May 17, 2018**, USDA's Team Nutrition initiative will present *Methods for Healthy Cooking*, of the *CACFP Halftime: Thirty on Thursdays* series. Registration for this free webinar is now available, using the following registration links:

- 11:00 AM PT to 11:30 AM PT **English Webinar** <https://cc.readytalk.com/r/fx8lhp1glb15&eom>
- 12:00 PM PT to 12:30 PM PT **Spanish Webinar**: <https://cc.readytalk.com/r/twmvl65nerpv&eom>

Participants will have the opportunity to submit questions to the presenters and to check their knowledge through interactive polling questions. FNS Regional Offices, State agencies, sponsoring organizations, and CACFP program operators, including child care providers, are invited to participate. School Nutrition Professionals working with the Preschool meal pattern in the National School Breakfast or Lunch Programs may also find this webinar helpful and are welcome to attend.

## 8. Office of Head Start Webinar on May 1st – Healthy Homes and Programs: Health and Safety Standards for Early childhood Providers

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### Healthy Homes and Programs: Health and Safety Standards for Early Childhood Providers

**Tuesday, May 1, 2018  
2–3 p.m. ET**

**Register Online Now!**



Young children need safe, healthy places to learn and grow. In this webinar, learn more about how Head Start and child care programs can keep kids safe and healthy.

#### Topics for the webinar include:

- Minimum health and safety standards for all center- and home-based programs
- Recommended health and safety training topics
- Tools and strategies to help your program go above and beyond the minimum health and safety standards
- Suggestions on how to use **Caring for Our Children Basics** and **Caring for Our Children, 3<sup>rd</sup> Edition**

#### Target Audience

- Head Start and child care center directors, managers, administrators, and teachers
- Family child care providers
- Disabilities coordinators
- Classroom support staff
- T/TA managers and providers

#### How to Register

Select the link to register: <https://cc.readytalk.com/r/nlemku3wz4or&eom>

## 9. Sesame Street in Communities

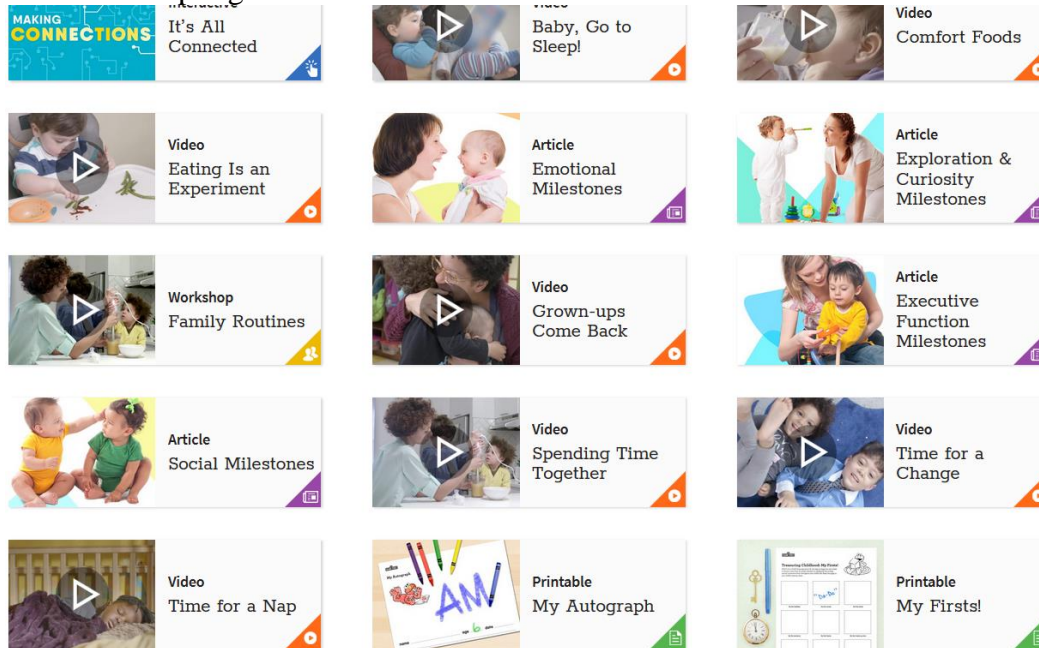
Sesame Street online has resources to help support you in caring for young children with activities and tips you can access through their website at: <https://sesamestreetincommunities.org/>. You can customize your search by age, activity time-frame such as 2-3 minutes or 10 minutes, and they also have free professional development webinars and trainings.

One video you might find useful is called Eating is an Experiment. Here is the introduction:

Trying different foods can be exciting to kids new to solids, and setting up good eating habits from early on will help them grown health and strong. Consider these ideas as you watch the video:

- When first introducing solids, make sure they're pureed or mashed so little ones can easily move them between their gums. "Chunkier" table food up should still be mashable between the gums, and even for older kids, should be in small, digestible bites.
- As children get older, involving them in food preparation (helping to stir, spread, or mash) may help them try more new foods.
- Eating different colors of fruits and vegetables is a great way to encourage healthy habits.

Here is a sampling from the website:



## 10. Harvard T.H. Chan School of Public Health – The Nutrition Source

Read about Kale and learn about the history and reasons why you may want to add it to your menu. You can find the article with the CACFP bulletin at: <https://education.alaska.gov/cnp/cacfp4>.

You can also find recipes in this article and can find more healthy recipes on the Harvard T.H. Chan School of Public Health website at: <https://www.hsph.harvard.edu/nutritionsource/recipes-complete-list/>.

## 11. Harvest of the Month – Apples Toolkit

Eat more Alaska grown apples – read about the nutritional value of local apples and create a learning activity for your program. Find the Harvest of the Month with the CACFP bulletin at: <https://education.alaska.gov/cnp/cacfp4>.

## 12. Mealtime Memo: Sowing Seed – The Growing Time

This Mealtime Memo focuses how to incorporate growing herbs as an activity for children this Spring. You can find the Mealtime Memo at the CACFP Bulletins page: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

### Contact Information

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### Commonly Used Acronyms

CACFP – Child and Adult Care Food Program  
CNP – Child Nutrition Programs  
FNS – Food & Nutrition Services



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FNSRO-Food & Nut Services Reg. Office  
USDA – U.S. Department of Agriculture  
LEA – Local Education Authority  
DEC – Department of Conservation

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All attachments for this bulletin can be found on the State of Alaska Child Nutrition Programs, CACFP Bulletins page: <http://education.alaska.gov/tls/cnp/CACFP4.html>.

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Persons with disabilities who require alternative means of communication for program information (e.g. Braille, large print, audiotape, American Sign Language, etc.), should contact the Agency (State or local) where they applied for benefits. Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program complaint of discrimination, complete the [USDA Program Discrimination Complaint Form](#), (AD-3027) found online at: [http://www.ascr.usda.gov/complaint\\_filing\\_cust.html](http://www.ascr.usda.gov/complaint_filing_cust.html), and at any USDA office, or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to USDA by:

- (1) mail: U.S. Department of Agriculture  
Office of the Assistant Secretary for Civil Rights  
1400 Independence Avenue, SW  
Washington, D.C. 20250-9410;
- (2) fax: (202) 690-7442; or
- (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov).

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